



Happier in Wellies – Risk Assessment & Method Statement (RAMS) Policy

1. Purpose of Policy

This Risk Assessment & Method Statement (RAMS) Policy outlines the safety standards, procedures, and legal obligations followed by **Happier in Wellies** ("the Company") during the installation, dismantling, and operation of marquees and associated equipment. The aim of this policy is to provide a safe working environment, ensure compliance with UK Health and Safety legislation, and minimise risk to staff, clients, and the public.

2. Scope

This policy applies to:

- All marquee installations and dismantles carried out by the Company.
 - All employees, subcontractors, and authorised personnel working under the Company.
 - All clients hiring services from the Company.
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3. Legal Framework

This policy is designed to comply with:

- The Health and Safety at Work etc. Act 1974
 - The Management of Health and Safety at Work Regulations 1999
 - The Provision and Use of Work Equipment Regulations (PUWER) 1998
 - The Work at Height Regulations 2005
 - The Lifting Operations and Lifting Equipment Regulations (LOLER) 1998
 - The Manual Handling Operations Regulations 1992
 - Industry guidelines for temporary demountable structures.
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4. Company Responsibilities

The Company will:

1. Conduct appropriate risk assessments for all install and dismantling operations.
 2. Provide staff with training, PPE, and equipment suitable for safe working.
 3. Ensure all equipment is regularly inspected and maintained.
 4. Monitor weather conditions before and during installation.
 5. Ensure safe anchoring methods are used based on ground type and engineering standards.
 6. Communicate safety procedures clearly to all staff and clients.
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5. Hirer Responsibilities

The Hirer must:

1. Provide accurate site information, including underground services and hazards.
2. Ensure safe access to the site.
3. Prevent members of the public or unauthorised persons from entering the working area.
4. Comply with all safety instructions provided by the Company.

Failure to comply may result in delays or cancellation.

6. Risk Assessment Overview

Before work begins, the Company will assess risks including but not limited to:

- Manual handling injuries.
- Trips, slips, and falls.
- Structural instability during adverse weather.
- Electrical hazards from lighting or power equipment.
- Working at height risks.
- Impact injuries during frame construction.
- Vehicle movement hazards.

Each risk will be assigned a severity and likelihood rating, with control measures implemented accordingly.



7. Control Measures

Standard control measures adopted by the Company include:

- Full safety briefing before work begins.
- Use of gloves, helmets, safety boots, and other PPE.
- Team lifting and mechanical aids to prevent manual handling injuries.
- Temporary barriers or cones to secure work areas.
- Wind monitoring using reliable forecasting tools.
- Suspension of installation if winds exceed safe limits.
- Ensuring all electrical equipment is PAT tested.
- Adherence to manufacturer's installation guidelines.

8. Method Statement (Installation Process)

The Company will follow a structured installation sequence:

1. Arrival and safety briefing.
2. Mark out the marquee footprint.
3. Unload equipment safely using correct handling procedures.
4. Assemble marquee framework.
5. Secure with stakes, anchors, or ballast as appropriate.
6. Install roof covers, walls, linings, flooring, and accessories.
7. Conduct structural safety checks.
8. Handover to Hirer with usage guidance.

A similar structured method is used for dismantling.

9. Weather Considerations

Weather plays a critical role in safe installation and operation.

The Company will:

- Monitor weather forecasts before installation.



- Delay or halt installation if wind speeds exceed safe parameters.
- Advise the Hirer of additional safety precautions.
- Remove or secure structures if conditions pose a risk.

The Hirer must follow all safety guidance provided.

10. Emergency Procedures

In an emergency (e.g., structural instability, severe wind, collapse risk):

- Staff will evacuate the structure immediately.
 - Emergency services will be contacted if required.
 - The Hirer will be notified immediately.
 - The structure may be dismantled for safety.
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11. Training and Competence

Only trained personnel are permitted to install marquees. Staff receive:

- Manual handling training.
 - Wind load awareness.
 - Equipment-specific training.
 - PPE usage training.
 - Emergency response procedures.
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12. Record Keeping

The Company will maintain records of:

- Risk assessments for each job.
 - Equipment inspection logs.
 - Incident reports (if any).
 - Staff training completion.
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13. Client Sign-Off

A final inspection will be completed, after which the Hirer must sign a handover confirming:

- The structure is safe and ready for use.
 - They understand safety instructions.
 - They accept responsibility for the structure during the hire period.
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14. Governing Law

This policy is governed by the laws of **England and Wales**.

Policy updated: November 2025

Signed: G.Holder, J.Thomas